

DIARY NOTES

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ADD/A

15 April 1953

1. Spent an hour with General Morris, Mr. Meloon, Mr. Saunders, Mr. Peel, Mr. Garrison, [REDACTED] Deputy Chief of the Transportation Division, and others discussing the functions of the Travel Section, Central Processing Branch, vis-a-vis those of the Passenger Movement Branch, Transportation Division, Logistics Office. 25X1A9a

I concluded, and it was generally agreed, that certain functions now performed by the Passenger Movement Branch could be accomplished more efficiently in the Travel Section of the Central Processing Branch; specifically, the ordering and picking up of tickets, etc. In my opinion there has been considerable lost motion; i.e., a traveler's itinerary is made up in the Central Processing Branch and the tickets are actually ordered and picked up by the Transportation Division. This, obviously, leads to a great deal of confusion inasmuch as the exact itinerary planned by Central Processing/sometimes cannot be carried out by Transportation; in the future, it will all be done in Central Processing. In addition, the Central Processing Branch has, up to now, handled travel arrangements only for those personnel going overseas, whereas, the Transportation Division has handled domestic travel. This does not add up to me and I have directed that in the future Central Processing will handle it all. H

I emphasized that it was the responsibility of the Transportation Division to insure that competent personnel were assigned to the Central Processing Branch to accomplish these duties, and Mr. Garrison readily agreed that if he could do this he would delegate sufficient authority to the Central Processing Branch so that they could handle the whole operation.

A paper outlining these functions is being prepared by the Organization & Methods Service. It will be concurred in by Personnel and Logistics and I will approve of it. This will then be the charter to start the new arrangement, and I feel sure that we can save some positions in the process. 25X1A9a

2. [REDACTED] brought over a group of papers addressed to Office Heads concerning overtime worked and leave taken during a four month period. We discussed the value of this effort and Chuck indicated that since the previous notices only covered one pay period it was impossible to tell whether or not they were really doing any good. He feels that these memoranda covering a longer period will be more useful to the Office Heads and would like to make such an analysis once or twice more, after which he believes that we can tell definitely whether or not it is worth the trouble. He did say, however, that as a general observation he

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thought our overtime policy was not a good one, adding that he could see it in his own Division where the employees have been working a lot of overtime lately on the budget. He definitely believes that during an eight-hour day we do not get nearly as much out of an employee who either can work overtime for the purpose of drawing extra pay or knows that he is going to have to work a substantial amount of overtime anyway.

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3. [REDACTED] was up to discuss the possibility of borrowing one of our supergrade slots since his Office lost one because of the transfer of Mr. Kirkpatrick to the Director's Office. I told him that I was pessimistic but that I would look into the matter and let him know before too long.

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4. [REDACTED] says that Mr. Dulles has some reason to believe that General [REDACTED] may be returning to Washington sometime within the near future and requests that we attempt to confirm this. I have instructed Personnel to investigate and let me know.

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5. Mr. Sheldon was up to talk to me about [REDACTED] (Deputy) as late as yesterday were a little unpleasant about this matter and requested that Mr. Sheldon withdraw his request. Mr. Sheldon was somewhat disturbed and wanted my advice. I told him that the decision had already been agreed upon by this Office and the Office of the DD/P and that he should let the record stand "as is." Furthermore, I think that after General Cabell's interest in the matter it would make us look a little silly at this stage of the game to decline to transfer [REDACTED] to OCI.

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6. Mr. Meloon reports that [REDACTED] telephoned to say that her son, who is a Colonel with the Air Force in Europe, was definitely interested in joining CIA. His overseas tour ends in December or January. In view of the fact that Mr. Dulles had previously instructed me that we should "take on" [REDACTED] if he wanted to come, I authorized George Meloon to have [REDACTED] proceed in this direction and to keep me advised of the progress. It is my understanding that Colonel [REDACTED] desires to remain on active duty with the Air Force; therefore, he would be on detail to CIA in a military status.

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7. [REDACTED] reports that he considers all of the meat in our reefers at the [REDACTED] to be usable and does not believe that it is necessary to have a veterinarian inspect it.

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8. I asked [REDACTED] to expedite final recommendations on the alterations to be made in the water and power systems at the Center.

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9. I asked both [REDACTED] and Mr. Garrison to insure that a title and license plates were procured for General Cabell's car and that the car was ready for him when he reported for duty.

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10. [REDACTED] was up to discuss informally the relocation of Communications' Engineering Laboratory (previously discussed between [REDACTED] and Mr. [REDACTED] Wolf) which is now located over at Rosslyn and which will have to move either to

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25X1A9a [redacted] or into an installation at [redacted] I have also discussed this briefly with [redacted] and Mr. Garrison. Insofar as space alone is concerned, I think that there is probably no doubt but that we could put this Laboratory at [redacted]. However, substantial alterations [redacted] would be necessary at 25X1A6a considerable expense and, at best, we would end up with only a makeshift Laboratory with not too desirable working arrangements. In addition, [redacted] is a lease- 25X1A6a purchase Warehouse. 25X1A6a

25X1A6a I am going to look into this more thoroughly without delay; however, I am certainly not inclined to recommend at the present time that we put this installation at [redacted]. If the Laboratory cannot be housed in present Agency facilities I am inclined to think that we should construct whatever is necessary at [redacted] 25X1A6a [redacted] or possibly [redacted] which would be designed to meet our needs, be a 25X1A6a permanent structure, and belong to us.

25X1A9a 11. [redacted] advised me that Mr. Dulles desired that Mr. Wisner remain in the Administration Building for at least a while after General Cabell reports for duty and that it would be necessary to make available to Mr. Wisner the small office occupied by [redacted] I have made arrangements to put a door through the partition and to complete the move over the weekend. [redacted] also said that Mr. Dulles did not desire that the DD/I move additional people into the Building at the present time. 25X1A9a

25X1A9a 12. Made arrangements for [redacted] and me to see Mr. Dulles tomorrow afternoon at 3:00 p.m. to brief him on the [redacted] case. 25X1A9a 25X1A9a